



# DRAFT MINUTES



## CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)

### Board of Directors Meeting

2 September 2014

The 2 September meeting of the Board of Directors of Crane Mountain Enhancement Inc. (CMEI) was held at the KBM, Westfield Road and was called to order at 6:02 p.m. by Chair, Tom Simpson.

**In attendance:** Mike Bonga, Sandy Coffin, Peter Kierstead, Roberta Lee, Roger McKenzie Kevin Robertson, Ed Ross, Tom Simpson, Jim Stubbs, Susan West

**Regrets:** Kathy Lawrence, Fred M. Steeves

**PRESENTATION OF THE AGENDA** - Modifications & Additions: Two items were added to Business Arising, and one item was added to New Business

**MOTION 1: Jim Stubbs / Peter Kierstead - That the agenda be accepted as presented.**

**MOTION 1: CARRIED**

**MINUTES FROM LAST MEETING** - Corrections & Additions to 3 June Minutes

**MOTION 2: Roberta Lee / Jim Stubbs - That the minutes be accepted as presented.**

**MOTION 2: CARRIED**

### FUNDY REGIONAL SOLID WASTE (FRSW)

- Tom Simpson spoke with Marc MacLeod regarding the item in the newspaper “Exposed portions of landfill to get temporary cover” (copy on file) as a measure to prevent another leachate incident like the one in January and to divert the water from the cover into the drainage ditches instead of running through the landfill and needing to be disposed of as leachate. Mr. MacLeod received the approval from the operations budget to purchase the covering material (estimated \$80,000.00), pay for the accompanying ditch work, and a gas venting system to be installed under the temporary cover;
- By the end of June 2014, the entire budget for leachate management had been exhausted due to the increased rain events since January;
- A reserve tanker for leachate removal was purchased;
- No update on the statistical analysis protocol;
- Mr. MacLeod is waiting to hear from CMEI the results of **exp**'s evaluation of the UNB report. At that point Mr. MacLeod and members of CMEI will meet and discuss if more studies are needed;
- Regarding the waste diversion review, Jack Kier found an error in the costing amounts used for the collection of recyclables in Option 3. The numbers were based on the City of Saint John's numbers for collection and did not include capital costs to set up the program. Mr. Kier will meet with the waste diversion committee on Thursday, September 4, 2014 to discuss his process for making a recommendation to FRSC.

### BUSINESS ARISING FROM THE MINUTES

- 1 *UNB Reports brought forward from June meeting:* Tom Simpson reported the UNB reports on Crane Mountain groundwater head tests were received in June after the CMEI monthly meeting on the 3<sup>rd</sup>. The report is 96 pages including appendices and Mr. Simpson sent it to **exp**. for their
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review and comments. Discussion ensued regarding the value of this report in determining Groundwater flow and transport downgradient of the landfill. It was decided to wait for the review and comments from exp. to determine if further studies should be requested.

**MOTION 3: Sue West / Roger McKenzie - That CMEI request exp. set up a service contract invoice system for ongoing and future work.**

**MOTION 3: CARRIED**

- 2 *Article in River Valley News:* Roberta Lee reported the article about the CMEI scholarships was sent in August for publication in the September issue of the River Valley News, however, they were unable to run it in this issue. Mrs. Lee received an apology for the delay and was assured it will be included in the October issue.
- 3 *Leak detection system in landfill liners:* Roberta Lee forwarded a question from the June meeting regarding instances in Nova Scotia of their leak detection system catching a leak and the liner being subsequently repaired and if so, where could information about it be found. Mrs. Lee forwarded the question to **exp.** and received references back from John Sims.

### **CORRESPONDENCE**

Tom Simpson reported that he received the aerial photos of the landfill from Jamie Wilson – half of the invoice will be paid by CMEI, the other half by Crane Mountain Landfill; thank you notes from UNB for receipt of the scholarship monies; and an invoice from **exp.** for services up to date. Mr. Simpson requested a motion to pay the exp. Invoice, reimburse Marlene Abbott for the meal, and Roberta Lee for a toner cartridge, and to pay the recording secretary.

**MOTION 4: Mike Bonga / Peter Kierstead - That the Treasurer be authorized to pay for items.**

**MOTION 4: CARRIED**

### **CHAIR'S REPORT**

Tom Simpson reported his activities included: the writing of the commentary for the Telegraph Journal (copy on file), meeting with the Department of Environment, and the preparations for the September meeting. (see New Business)

### **TREASURER'S REPORT**

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the 2 September 2014 meeting covering the months of June, July, and August 2014. (copy on file) Opening balance \$33,060.93; total revenue: \$23,438.00 (annual operating grant) and total expenses: \$7,859.00. Closing balance: \$48,639.93. Mr. Stubbs noted the adjustment recorded was an expense not recognized in June report.

**MOTION 5: Kevin Robertson / Sandy Coffin – That the Treasurer's Report be accepted as presented.**

**MOTION 5: CARRIED**

### **COMMITTEE REPORTS**

#### **Education**

Kathy Lawrence sent her regrets. (see Business Arising #2)

#### **Monitoring**

(see New Business)

#### **Special Projects**

Tom Simpson reported nine projects have been completed to date.

## NEW BUSINESS

1. *Waste Diversion*: The Waste Diversion Committee was notified last week of a meeting with Jack Kier for September 4, 2014 to further discuss the Committee's recommendation for Option 3. At the July meeting of the FRSC, the Chair of the Waste Diversion Committee, Matt Alexander, made a presentation to recommending Option 3 the Fundy Regional Service Commission (available along with support documents on the Fundy Regional Solid Waste website under "upcoming events"). After the presentation, a motion was made for the Executive Director, Jack Kier, to review the document and report back to the Commission before they take the recommendation back to their councils. It has been discovered since the presentation that the figures used in Option 3 given by the City of Saint John did not include capital costs associated with setting up the recycling collection. This will be discussed at the meeting on September 4<sup>th</sup>.

**MOTION 6: Roberta Lee / Jim Stubbs – That a short letter be written to the Chair, FRSC indicating CMEI's opposition to waste diversion Option 2 with a request for distribution to the entire Commission.**

**MOTION 6: CARRIED**

2. *Report on meeting with Department of Environment (DoE)*: Roberta Lee reported that on June 6, 2014, members of the CMEI Executive (J. Stubbs, T. Simpson, S. West, P. Kierstead, and R. Lee) met with Mark Boldon and Jeff Porter of the DoE to discuss: improving the monitoring program at the Crane Mountain Landfill; requiring a double liner with leak detection system for future cells; investigating and improving monitoring of surface water/streams; and providing adequate funding/insurance for contingencies, remediation, and perpetual care. The DoE will take the issues under advisement when considering the 2015 Approval to Operate.
3. *exp. review of Annual Report*: Tom Simpson reported that he received an e-mail from **exp.** with Fred Baechler's review notes of the 2013 Annual Report and notes from 2012. Mr. Simpson has forwarded them by e-mail to the CMEI board members for consideration. Mr. Simpson pointed out there are recommendations to improve the monitoring system that should be brought forward to both the Landfill and the DoE.

**MOTION 7: Roberta Lee / Jim Stubbs – That a request be submitted to exp. for this 2012-2013 Annual Report review and the Statistical Analysis Report be provided in an official signed format for CMEI to submit to FRSW and the DoE.**

**MOTION 7: CARRIED**

4. *Gemtec invoice for monitoring data (Agreement Section 5)*: Tom Simpson reported that he received an invoice from Gemtec billing CMEI for four hours of an environmental scientist time and ½ hour of a technician's time to retrieve existing well monitoring data in a spreadsheet format. According to the original agreement, Section 5.01 (a) *the FFEBC (the former iteration of CMEI) receives full and complete reports concerning the Operation of the Facilities, in such form and at such times, as may be reasonably required by the FFEBC*; It was understanding of the current CMEI Board that the well monitoring data was not billable unless under Section 5.02 *Where the FFEBC is not reasonably satisfied... (a) the cost of such tests shall be borne by the FFEBC*; Discussion ensued and it was agreed that Tom Simpson would forward the invoice to Marc MacLeod for further interpretation.
5. *Well owners annual reminder letter for well testing*: Tom Simpson reminded the board that CMEI sent out a letter in September 2013 to well owners involved in the domestic well program encouraging them to make an appointment with Gemtec to

have their wells tested. This year the testing will be conducted on Friday, September 26 and Saturday, September 27.

**ACTION:** Tom Simpson to send a copy of the letter and the address data to recording secretary for mail merge, mail prep, postage and mailing.

**MOTION 8: Kevin Robertson / Roger McKenzie – That the meeting be adjourned at 8:16pm.**

**MOTION 8: CARRIED**

The next regular meeting is scheduled for 5:30 p.m. 7 October 2014 at the KBM.

Respectfully submitted,  
Marlene Abbott, Recording Secretary